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Maryland in the Springtime

College Park Railroad Station, College Park, Maryland

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Maryland in the Springtime

College Park, a close suburb to Washington, DC, is the new home of the National Archives and Records Administration, and has long been home to and renowned for the University of Maryland. However, its local history deserves some attention. It is a long history and 1996 will see Prince George's County celebrate its Tricentennial. The town grew up around the Maryland Agricultural College (now University of Maryland) which was established on the Calvert Estate of Riversdale in 1858. College Park incorporated in 1945 and changed its name to "city of College Park" in 1965.

College Park has always straddled the communications lines between Washington and the North and sits on US Route 1, built in 1812 as the Washington-Baltimore Turnpike. The Turnpike reduced travel time between the fledgling City of Washington to the Port of Baltimore to only five hours. The historic Rossborough Inn, now on the University of Maryland grounds, was a waystation on the Turnpike, important, because it wasn't an *easy* five hours.

The railroad soon followed and went through College Park—the Baltimore and Ohio completed in 1832. Samuel F.B. Morse's telegraph lines followed the course of the railroad and communicated along them in 1844.

The College Park Airport was used by the Wright Brothers and has always been an important part of the local community as well as a place for aviation innovation. It was a stop on the first airmail route from New York to Washington, in 1911 and the first helicopter flight took place here in 1920.

The MARAC meetings take place at the College Park Holiday Inn, right on the Beltway. Workshops take place on Thursday, as usual. Topics will include the Internet, training volunteers, and arrangement and description. Friday will include the plenary session, which the new Archivist of the United States, John Carlin, has been invited to address.

The Program Committee, co-chaired by Phil Albert and Jim Stimpert, has been organizing a wide variety of sessions, along the theme of "Archives For the Next Century", covering the scope of interests of the MARAC membership. Topics include hiring processes, the "image" of the Archivist, friends organizations, the WWW, archivists as authors, RLIN/OCLC, Marc:amc/Gopher/WW, e-mail reference, new clientele, genealogists, and digitization.

Local Arrangements Committee, co-chaired by Yvonne Carignan and Matthew Gilmore, has arranged numerous opportunities for attendees to get to know College Park and nearby archival institutions. Tours of the new National Archives facility and the University of Maryland Archives and Special Collections are almost obligatory for those not yet familiar with those sites.

There will be scheduled tours and there is always plenty to do on your own in the metropolitan Washington area. We'll see you here in the Springtime.

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from the chair....

During the Society of American Archivists meeting in Washington, DC in September 1995, the MARAC Steering Committee participated in a joint meeting with the Midwest Archives Conference (MA) Council to explore future cooperation. The idea for this meeting grew out of a MARAC proposal in 1993 to hold a joint conference with MA. But MARAC Chair Fynnette Eaton and MA President Mark Greene asked their respective councils to consider other issues as well in preparation for this meeting.

MARAC and MA are similar not only in membership and budget but also in operational issues. Both conferences have tackled the issue of liability protection and MA has recently developed a mechanism for funding some administrative functions previously performed by volunteers.

The lunch meeting was well received by all participants and there was general agreement that a similar meeting should be held at next year's SAA meeting in San Diego. Location sites for a joint meeting by the year 2000 were proposed. The Meetings Coordinating Committee will be polling the MARAC membership to see what sites appeal to our members for this joint meeting. Other proposals included having an officer from the two conferences attend each other's major conference every other year; studying the feasibility of making the principal publications accessible to members of the other organization, and to examine other ways that the two regionals can effectively cooperate without diminishing their identity and independence.

If you have any comments, suggestions or questions about the proposed cooperation with MA, please feel free to contact me.

I will keep you posted on developments as they emerge.

— Fynnette Eaton

MARAC MEETINGS

Spring Meeting 1996
College Park, Maryland
May 2nd - 4th (tentative date)

Fall Meeting 1996
Wilmington, Delaware
November 7th - 9th

Spring Meeting 1997
Charlottesville, Virginia
May 1st-3rd

Fall Meeting 1997
Wilmington, Delaware
November 6th - 8th

Of Mailing Times and Deadlines

There has recently been a significant change in the way the *Mid-Atlantic Archivist will* be distributed. Beginning with the spring 1995 issue, each spring and fall issue will be sent to members via first class mail. The purpose of this change is to ensure that members receive information on MARAC meetings in plenty of time to plan their attendance, something which often did not happen when all issues were delivered fourth class. For now only the spring and fall issues are affected; the summer and winter issues will continue to go the regular fourth class route.

The editors want to encourage continued contributions to the newsletter. Our deadlines for the four year issues remain March 1, June 1, September 1, and December 1. We can accept material up to the 10th of each month but submissions received after the 10th will not make it to publication. We do appreciate the input we have received in the past and hope that it will continue in the future or even increase.

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from the incoming editor

With this issue the *Mid-Atlantic Archivist* begins an editorial transition. Dave Anderson and I will be jointly editing the winter issue, and I will be taking over subsequently.

The very first thing which must be done is to thank Dave for his editorial work over the past years. The product of his work, coming as it does four times a year, has been familiar to you all, and its quality requires no further comment. Personally, I am grateful to him for the time he has taken to make the transition as smooth as possible. And despite being entitled to a much deserved rest, he has volunteered his advice and experience in the future if needed. For this I am doubly appreciative, and will try not to abuse either his goodwill or his willingness.

I am also appreciative of the past, present, and future contributors to the *Mid-Atlantic Archivist* . It is they who make the magazine a viable medium for informational and professional exchange in a time when increasing job emphasis seems to be on the need for more production in less time with fewer resources.

I look forward to working with you all in the future. I can be reached at home at 4C Laurel Hill Road, Greenbelt, MD 20770, (301) 474-5132, or at the Archival Projects Branch of the National Archives and Records Administration (301) 713-7159. My E-mail address is dick.wood@arch2.nara.gov

— Dick E. Wood

from the outgoing editor

I have always thought of the Mid Atlantic Archives Conference as one of the best of the professional organizations. I became the managing editor of the *Mid-Atlantic Archivist* (*MAA*) in the Fall of 1991. Prior to my assuming these responsibilities Ron Becker was the original and longest tenured editor. With the Winter 1996 issue Richard Wood will become the new editor.

Being the editor of a quarterly publication and official organ of MARAC has been time consuming and a bit frustrating. It has also been very challenging, a true learning experience and an opportunity to work with Section Editors, the MARAC Steering Committee and the general membership of the organization. Without the assistance of the *MAA*'s Section Editor's and the input and advice of the Steering Committee and Publications Committee, the *MAA* would not have grown and continued to evolve. To all of these groups I express my thanks.

In 1993 we added the position of Associate Editor to the staff of the *MAA*. Dick Wood volunteered to serve in this position. His contributions in soliciting and choosing materials and editing have helped to speed the *MAA*'s publication. In the future the associate editor will be chosen with the knowledge that he or she will alter become the editor — a process that will be beneficial to MARAC.

Finally, thanks goes to Brian and Amy Opitz of LaserQuick, who enters articles and does the layouts for the publication. On many occasions they have spotted potential problems and advised us on ways to correct them. Also, thanks goes to Chuck Sullivan, the *MAA* printer.

Again, I would like to thank everyone for their assistance. I look forward of many more years of activities with this organization.

— G. David Anderson

Who's in Charge?

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State & Local News

MD

The Student Archivists at Maryland became an official Society of American Archivists Student Chapter at the awards ceremony held at the fall meeting of the Society of American Archivists in Washington D.C., August 25-September 3, 1995.

Following the election of Jodi Bunnell and Heather Moore as president and secretary/treasurer, respectively, the group organized repository tours at the National Public Broadcasting Archives, The George Meany Memorial Archives, and the Motion Picture Division of NARA. Ongoing activities include the organization of a student-oriented session at the MARAC spring meeting in College Park, designing a world web page, and a book sale fundraiser.

NJ

The Conservation Center for Art and Historic Artifacts, the New Jersey State Archives, the New Jersey Historical Commission, and the New Jersey Caucus of MARAC are co-sponsoring a one-day workshop, "Instituting a Conservation Environment Monitoring System," in Trenton, NJ on Monday, March 11. Instructor, William P. Lull, Principal and Senior Environment Consultant, Garrison/Lull, Princeton Junction, NJ, and Adjunct Associate Professor of Building Technology, New York University. Lull will present the rationale, techniques, and equipment used to monitor the critical environmental conditions for cultural collections. This workshop, partially funded by the National Endowment for the Humanities, will be repeated in 1996 and in 1997 at other Mid-Atlantic sites. The School of Communication, Information and Library Studies, Rutgers University, will grant credit for this course for those earning the Certificate in Preservation.

Registration, including box lunch and materials: $50.00. For further information and a registration form, contact Ann Craddock, Preservation Services Representative, Conservation Center for Art and Historic Artifacts, 264 South 23rd Street, Philadelphia, PA 19103.

NY

Governor Signs Bill for Local Government Services

Governor Pataki has approved a bill, passed by the Legislature, to extend the Local Government Records Management Improvement Fund to the year 2000. The new law, Ch. 385 of the Laws of 1995, ensures the continuation of the State Archives and Records Administration's (SARA) advisory services and competitive grants to local governments that help them care for their records and make them accessible to the public.

PA

On September 24, 1995, Mercyhurst College in Erie, PA dedicated the Sister Mary Lawrence Franklin Archival Center. Sister Mary Lawrence Franklin RSM, former MARAC member, Archivist for the Sisters of Mercy and former archivist of Mercyhurst College for many years died February 25, 1995.

★

The Pennsylvania Historical and Museum Commission (PHMC) would like to announce their new home page on the World Wide Web. The URL is:

http://www.state.pa.us/PA_Exec/Historical_Museum/

The home page includes function statements for the Bureau of Historic Preservation, The State Museum of Pennsylvania, the Bureau of Sites and Museums and the Bureau of Archives and History. More in depth information is available on: the grants program; the State Museum's Curiosity Corner, Planetarium, and exhibits; publications; historic markers; Black History Conference; Scholars-in-Residence; and the State Archives.

The PHMC plans to add more information including the Commission's publications catalog, and a list of manuscript and record group titles (to be linked with series descriptions and more detailed finding aids as they are completed). The site is currently non-interactive. Researchers are provided with a mailing address and phone number to obtain reference services.

We would like to hear your comments. Send them to Cindy Bendroth at av317@yfn2.ysu.edu.

★

Dedication of the "New" York County Archives

On October 24, 1995, the York County Board of Commissioners dedicated the "new" York County Archives Building with a ribbon-cutting ceremony attended by county officials; representatives from the Pennsylvania Historical and Museum Commission (PHMC), the Historical Society of York County, the South Central Pennsylvania Genealogical Society and other local historical organizations; as well as interested citizens.

The dedication marked the culmination of efforts to establish a comprehensive archival and records management program which began in 1987 with the hiring of Mary Walter as County Archivist.

VA

The Special Collections Committee of the Virtual Library of Virginia (VIVA) is pleased to announce the opening of its WWW site.

Accessible directly, and via the VIVA web page, the Special Collections web page provides a central point from which uniquely Virginian materials can be located.

VIVA is a collaborative effort amongst the public institutions of higher education in the Commonwealth of Virginia to provide access to electronic information, databases and materials. At this time, VIVA Special Collections includes direct links to the College of William and Mary (W&M), George Mason University (GMU), University of Virginia (UVA), Virginia Commonwealth University (VCU) and Virginia Polytechnic Institute and State University (VPI&SU). Cooperating institutions include the Library of Virginia (LVA). Connections have been provided to other resources that may be of interest to researchers such as the Virginia History listserv and Colonial Williamsburg.

Please direct your comments and suggestions to the members of the Special Collections Committee provided on the web page. Addresses:

VIVA http://www.vcu.edu/ulsweb/viva/viva.html

VIVA Special Collections: http://scholar2.lib.vt.edu/spec/viva/viv.htm

Please come visit us!

National & Regional Associations

Northwest Archivists, Inc. has a home page! It is a component of the Oregon State University Archives home page, and can be reached at http://www.orst.edu/Dept/archives/misc/nwa.html

The page gives a brief description of the organization, as well as the name, address, phone number, and linked e-mail address of the NWA treasurer.

Larry Landis, Assistant University Archivist, Oregon State University, (541) 737-0540, landisl@ccmail.orst.edu

★

SAA Appointments Committee Seeks Nominations for SAA Committees, Internships

Are you a member of the Society of American Archivists and interested in becoming more involved in the Society? Council recently approved an initiative by Vice-President Nicholas Burckel to create an Appointments Committee to solicit nominees and applicants for vacancies on existing committees, for interns to those committees, and for representatives to other groups.

If you are not familiar with the work of those committees, a list (too detailed to include here) describing the function of each is available from Kathleen Roe (address below).

If you are interested in serving on a specific committee or group, or know someone you'd like to nominate, please provide the committee with the following information to assist in the process: Name, Address, Telephone/Fax, Email, Current Position, SAA Membership status, Committee(s) in which interested, Provide information about the nominee that you think is relevant regarding background, interest, and capacity to serve on this body, Previous service in SAA, (Name of person submitting nomination if not the same).

Please submit this information to: Kathleen Roe, New York State Archives and Records Administration, Room 9B38 Cultural Education Center, Albany, NY 12230, voice: (518) 474-4372; fax: (518) 473-4941, email: kroe@mail.nysed.gov

★

The semiannual meeting of New England Archivists (NEA) will be held, in conjunction with the New England Chapter of the Museum Computer Network (NEC/MCN) on April 26-27, 1996, at Babson College in Babson Park, Massachusetts.

The theme of the meeting will be automation in archives and museums. More and more, archivists and curators, from the largest university archives and museums to the smallest historical societies, are finding themselves drawn into an electronic environment. As new and emerging technologies such as digital imaging, electronic records and multimedia find their way into traditional repositories of historical documents and artifacts, archivists and curators must face a new array of possibilities and problems inherent in living in an electronic age.

The meeting will offer two sessions dealing with the management of photographic collections and two technology showcases: one of commercial vendors specializing in automation and digital imaging systems and the other of archival and museum project demonstrations.

For more information on meeting registration, contact Andy Martinez, NEA Registrar, Babson College Archives, Babson Park, MA 02157; tel.: (617) 239-4570, fax: (617) 239-5226, email: martineza@vaxvmsx.babson.edu. Form more information on the program, contact Kara Schneiderman, Program Committee Chair, The MIT Museum, 265 Massachusetts Ave., Cambridge, MA 02159; tel.: (617) 253-4266, fax: (617) 258-9107, email: kara@mit.edu.

New Members List

Janet Alexander
Widener University

Kimberly Barata
University of Pittsburgh

Sally Barley
Charles County Community College

Christa Bassett
Cumberland County Historical Society

Susan Box
no affiliation

Dr. R. William Cash
General Conference of Seventh Day Adventists

Joan R. Chapin
Rahway Historical Society

Susan Chore
Rutgers University

Dorothy E. Christiansen
University of Albany - SUNY

Ronald R. Davidson
SUNY - Buffalo

Susan Edwards
College of Saint Rose

Robin R. Emrich
University of Maryland - Student

Roy Felshin
Robert F. Wagner Labor Archives

Rebecca J. Fitzgerald
University of Maryland

Rose M. Fronczak
Armstrong World Industries, Inc.

Bradley E. Gernand
Library of Congress

Randy D. Hanson
American College of Physicians

Lee R. Hiltzik
Rockefeller University

Kristine Kaske
National Air & Space Museum

Brother Christian Katusz
Archive of Saint Anthony Province, OFM Conv.

Catherine Keim
Rutgers University

Janet W. Koch
no affiliation

Chris Koustourlis
no affiliation

Paul Lagasse
University of Maryland

Anne Marie Makarenko
Philadelphia Department of Records

Malachy R. McCarthy
Saint Anselm College

Sr. Barbara McEnnaney
Daughters of Charity of St. Vincent DePaul

Sr. Mary Carmel McGarigle
College Misericordia

Frank Mecklenburg
Leo Baeck Institute

Eileen P. Meyer
Plainfield Public Library

Timothy Mitchell
State University of New York - Albany

Susan Mitchem
The Salvation Army Archives

Julie Moffat
Brooklyn Public Library

Heather Moore
University of Maryland

Adele Newburger
Baltimore Museum of Industry - volunteer

Linda B. Paez
University of Maryland

Sara Pfaffenbach
University of Maryland

Eric L. Pumroy
Balch Institute for Ethnic Studies

Michael J. Robinson
Town of Hempstead

Thomas A. Saltzman
Town of Hempstead

Kenneth G. Schlesinger
Time Inc.

Kevin Shupe
no affiliation

Sister Helen Sigrist, RSM
Sisters of Mercy of the Americas

John W. Smith
Andy Warhol Museum

Mila Su
Penn State - Altoona Campus

Denise M. Visconti
Oncology Nursing Society

Faith Ward
University of Southern California

Margaret C. Welch
University of Maryland

Anita A. Wellner
University of Delaware

Maria Clara Willis
no affiliation

MARAC NEWS

MARAC is Looking for Mentors

The Mid-Atlantic Regional Archives Conference has a Mentoring Program with a waiting list of seven prospective Mentees. Geographically, the mentees are from: one from New York City; two from Washington, DC; one from southern Maryland; one from Pittsburgh, PA; one from northern VA; and one from Roanoke, VA. If you wish to join the program as a mentor or mentee, or just have some questions about the program, please feel free to contact me. Jennie Guilbaud at jennie.guilbaud@arch2.nara.gov

★

The Mid-Atlantic Regional Archives Conference (MARAC) recently instituted a scholarship program to provide three awards of $300.00 each for individuals to attend its semiannual meetings. Scholarship funds may be used for conference registration, workshops, conference meals, and travel expenses. Persons meeting the criteria outlined below are encouraged to apply for funding for the Spring 1996 meeting to be held in College Park, Md., May 2-4, 1996.

Applicants must:

1. Be a dues paying member of MARAC and a member of a MARAC state caucus

2. Be a new member of MARAC with a membership of less than two years duration at the time of application, OR

3. Be a new employee of two years or less in an archival or archives related field, or be currently enrolled as a graduate student in history or a related field, library science, or archival administration, having taken at least three credit hours in archival studies, by the application deadline. Full time and part time students will be considered.

4. Not have received any MARAC scholarship previous to this application

Continued on P. 10

Mid-Atlantic Regional Archives Conference Mentoring Program Application

The MARAC Mentoring Program pairs experienced MARAC members with students and new members to assist the newer members in identifying interests, set career goals, and help in developing professional contacts. The mentors and mentees are encouraged to schedule initial meetings during the Spring or Fall Conferences, especially at the New Member Orientation Meeting.

Guidelines

- Contact can be initiated by either participant, but the onus is on the Mentee
- Mentor and Mentee should discuss and define what each expects from the program
- The Membership Development Committee encourages the Mentors and Mentees to meet during MARAC's semi-annual conference meetings
- Discuss strengths and interests of the Mentees
- Identify and suggest career enhancement opportunities
- Introduce the Mentee to other professional colleagues
- Keep the contact informal
- Participants must contact each other at least once

I am interested in becoming a: **MENTOR** ☐ **MENTEE** ☐

Name: _____

Institution: _____

Address: _____

_____

_____

Phone: _____ **Fax:** _____

E-Mail: _____

Archival Interests or Experiences:

☐ Accessioning	☐ Appraisal	☐ Records Management
☐ Manuscripts	☐ Automation	☐ Audiovisual Records
☐ Description	☐ Preservation	☐ Government Records
☐ Reference	☐ Microfilm	☐ Religious Collections
☐ Management	☐ Outreach	☐ University Collections
☐ Consulting	☐ Education	☐ Business Archives
☐ Other		

Send Applications and Comments to:

Jennie Diaz Guilbaud
Agency Services Division (NIA)
National Archives at College Park
8601 Adelphi Road
College Park, MD 20740-6001

Phone: (301) 713-6677, ext. 271
Fax: (301) 713-6850

MARAC NEWS

Continued from P. 9

5. Be from an institution (if employed) that is unable to provide conference expenses.

To apply, submit a current resume and a letter in which you outline your compliance with the qualifications and explaining (if employed) your institution's inability to provide conference expenses, list the name, address and phone number of your immediate supervisor or graduate advisor, and include a short statement indicating the benefit you expect to receive from the scholarship.

Applications should be sent to: L. Eileen Parris, Chair, MARAC Education Committee, Virginia Historical Society, P.O. Box 7311, Richmond, VA 23221-0311, and must be received by February 15, 1996.

★

Modern Archives Institute Scholarship

The Mid-Atlantic Regional Archives Conference (MARAC) recently instituted a scholarship program to provide two annual scholarships of $475 to cover tuition for one individual to attend each of the Modern Archives Institutes (winter and summer). This scholarship is established in honor of MARAC member Leonard Rapport and is known as the Leonard Rapport Modern Archives Institute Scholarship.

To qualify for this program an individual must meet the following criteria: be a new member in good standing of MARAC, with a membership of less than three years duration at the time of application, and a member of a State Caucus; be a new employee of at least one and no more than five years in an archival or archives related field at the time of application; and not have received any MARAC scholarships prior to this award.

To apply, submit a current resume, a letter outlining compliance with the qualifications AND including a statement indicating the perceived benefit of attending the Institute, and two letters of recommendation from persons having definite knowledge of the applicants' qualifications.

Scholarship applications should be sent to L. Eileen Parris, Chair, MARAC Education Committee, Virginia Historical Society, P.O. Box 7311, Richmond, VA 23221-0311. Applications for the winter Institute scholarship should be received no later than October 1; recipients will be notified by December 1. Applications for the summer Institute scholarship should be received no later than February 1; recipients will be notified by April 1. **Application is for scholarship only. Applicants must also contact the Modern Archives Institute to reserve space.**

Individuals accepting the scholarship agree to write an essay not to exceed 1,000 words for publication in the Mid-Atlantic Archivist describing their experiences at the Institute.

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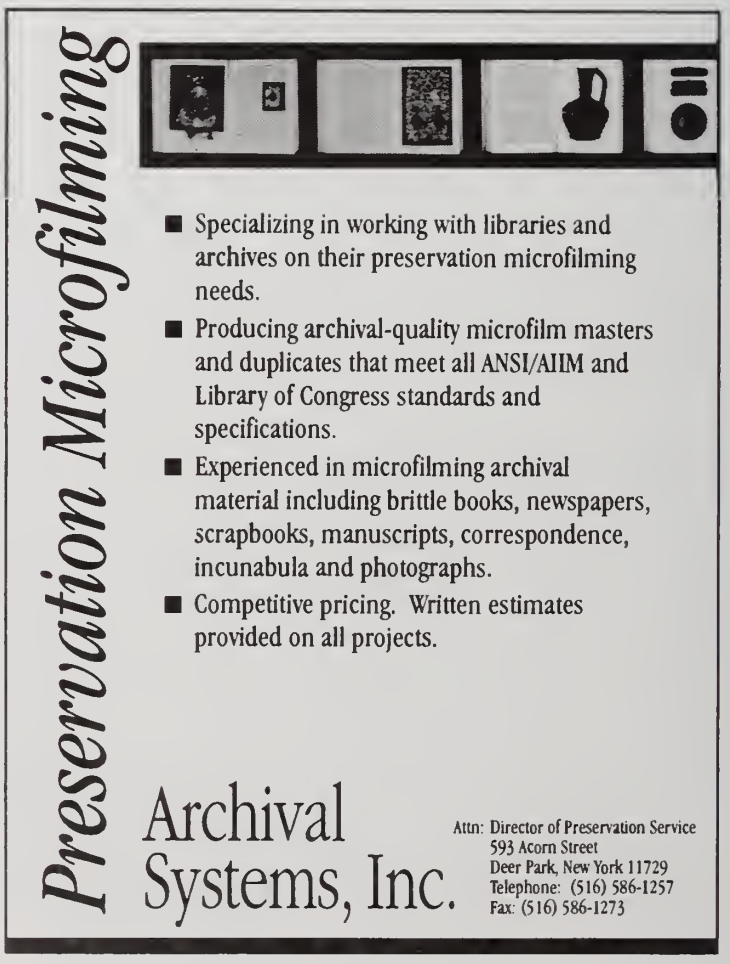
MARAC Workshop Roster

MARAC has a long history of providing quality continuing education opportunities at its meetings, and has often drawn the presenters for these programs from among the many experienced professionals in its own membership. In the interest of coordinating and expanding this practice, the MARAC Education Committee is developing a roster of workshops and leaders. The roster will be made available to Program Committees for planning semi-annual meetings, to Caucus Chairs for planning state-level activities, and to other interested parties planning professional programs in our region.

If you have developed workshops which you would like to have listed in the roster, of if you would like to be listed as an instructor, please contact Judith A. Robins, 600 Red Lion Road,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593 Acorn Street
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Telephone: (516) 586-1257
Fax: (516) 586-1273

Apt. U12, Philadelphia, PA 19115, or L. Eileen Parris, Virginia Historical Society, P.O. Box 7311, Richmond, VA 23221-0311 for a proposal form. The form is also available via e-mail at eparris@leo.vsla.edu.

The Education Committee reserves the right to make final decisions concerning the inclusion of proposed workshops in the roster and to solicit and make available evaluations of workshops held under the auspices of MARAC.

★

Meeting Scholarship Recipients, Fall 1995

Scott DeHaven
Manuscript Processing Technician, American Philosophical Society Member, Pennsylvania Caucus, B.A., History, Villanova University, 1993, Currently enrolled in the M.L.S. program at Drexel University

Mary E. Edsall
Performing Arts Archivist and Cataloger, LC Music Division Dance Heritage Coalition Preservation and Access Project, Member, Maryland Caucus, B.A., Dance Performance, Richard Stockton College, 1987, M.A., Dance and Dance Education, Columbia Univ. Teachers College, 1981, M.L.S., University of Maryland at College Park, 1995

Gerard A. Raineville
Archivist, St. Mary's College, Baltimore, Member, Maryland Caucus, B.A., Psychology, St. Mary's College, 1991, M.S., Psychology, University of Baltimore, 1995

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Request for Proposals: Mid-Atlantic Regional Archives Conference Spring 1996 (May 3-4) in College Park, Maryland

I write to request that individuals wishing to participate in one of the following proposed program sessions for MARAC's Spring 1996 meeting in College Park, Maryland (May 3-4, 1996), please contact me directly:

1) **Posture Photos** — Participants from institutions which chose to destroy these photos at the Smithsonian and from those who did not will join panelists who may include the author of the article in the New York Times Magazine which got this whole thing started, an anthropologist who could speak to the potential historical value of the records destroyed and a representative of the Smithsonian. If your institution was involved in this matter, I would appreciate hearing from you.

2) **Friends organizations** — This session will focus on the care and feeding of Friends organizations and ways to achieve success in today's active world. If you have done innovative things with your Friends organization and could report on these, please let me know.

Thanks for your help. As most of you know, conference participants come at their own expense, and indeed are expected to register for the Conference.

Ben Primer, Princeton University Archives, Seeley G. Mudd Manuscript Library, Princeton University Libraries, primer@pucc.princeton.edu, primer@phoenix.princeton.edu, (609) 258-6345, Fax: (609) 258-3385

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Spotlight on: Publications Committee

The MARAC Publications Committee plans, coordinates, and distributes all MARAC publications (the administrator mails maa). The committee acts as an advisory/editorial board for the Mid-Atlantic Archivist, the technical leaflet series, archival symposia, membership brochure, and other occasional publications. Its functions include reviewing proposed items for content and style (maa editor); soliciting advertisements for maa (advertising editor); soliciting topics and manuscripts for technical leaflets from prospective authors (technical leaflets editor); ensuring that adequate supplies of MARAC publications are available at the semi-annual meeting, coordinating the staffing schedule at the sales table, and marketing publications to other professional organizations (technical leaflet sales coordinator); and recommending republication where appropriate. The sales coordinator forwards a copy of each MARAC publication to the MARAC archives at the University of Maryland. The committee chair, in consultation with other committee members, develops an annual budget for operating expenses of ongoing and proposed publications, subject to the approval of the Steering Committee.

As one of the standing committees of MARAC, it consists of seven appointed and five ex-officio members. The MARAC chair appoints the committee members to a staggered two-year term (reappointable for one additional term) with recommendations from the committee chair. For 1995-1996, the appointed members consist of Susan Hamburger (chair), Ronald Becker, David W. Carmichael, Linda Angle Miller (technical leaflets sales coordinator), Frank Serene, Richard E. Wood (incoming *maa* editor), and ex-officio members Bruce Abrams (advertising), David Anderson (maa outgoing editor), Fynnette Eaton (MARAC chair), Kathy Jacob (technical leaflets editor), and Diana Shenk (administrator).

The Publications Committee meets at every MARAC semi-annual conference and once in the summer, if necessary. Meetings are open to all MARAC members interested in assisting the committee. Help is always needed in staffing the publications sales table at the conferences, soliciting ideas for technical leaflets, and writing book reviews for maa.

Sue Hamburger, Ph.D.
Manuscripts Librarian, Penn State,
sxh@psulias.psu.edu

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ARCHIVES WEEK 1996 PLANS

The Outreach Committee has planned two activities for Archives Week and hopes to complete the first, a poster, in time for MARAC's second Regional Archives Week to be held during the second week in October.

Continued on P. 12

MARAC NEWS

Continued from P. 11

In order to prepare the poster, which will include a collage of images from regional repositories, the Committee requests copies of photographs. Please send 7 x 5 (or larger) photographs to Maxine N. Lurie, 6 Rye Street, Piscataway, New Jersey 08854 by April 15, 1996. Include Name, Institution, Description/Title, and Credit Line. The Outreach Committee will select photographs and construct a proposed poster at the Spring meeting for submission to the Steering Committee. The final design will be reproduced and distributed to Caucus chairs at the summer Steering Committee meeting, and by them to MARAC members and their institutions.

An Outreach Subcommittee is also working on a technical leaflet on outreach programs with an emphasis on Archives Week. Materials and suggestions can be sent to the members: Leonora Gidlund, Rebecca Ebert, Leslie Simons, and Carolyn Schumacher.

The Committee also requests information on programs planned for Archives Week 1996 to help us with publicity and future planning. Lists or other materials can be sent to Maxine N. Lurie at address above or fax# (201) 761-9596; e-mail luriemax@lanmail.shu.edu; phone (201) 761-9000 ext 5087; (908) 463-1655.

Administrator's Report
November 1995

Membership: The membership renewals were sent out in early October to current MARAC members. As of November 8, 1995, 660 (59%) individual members have renewed. Final renewal notices will go out to those who have not responded by early December and the database will be purged of non-renewers at the beginning of February. We have also acquired 77 new individual members and one new institutional member since July. Total membership for MARAC is 1175 (1126 individual members and 49 institutional members) Kudos to the Membership Development Committee for a job well-done.

Total of caucus memberships are as follows: **DE** 23, **DC** 232, **MD** 190, **VA** 150, **NJ** 117, **NY** 255, **PA** 231, **WV** 15.

Mailing Lists: Two sets of membership mailing labels have been sold since the last meeting. Three sets of caucus labels have been produced at no cost.

Other: The following is a list of MARAC-related tasks which were handled since July:

1) Processed 77 new memberships including the preparation of new member list and mailing labels for Membership Development Committee. New member caucus lists will be forwarded to caucus representatives according to newsletter quarterly deadlines (1st of March, June, September, and December).

2) Responded to 42 requests for membership informations.

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REFERENCE SHELF

Fellowship Announcement

The Simmons College Col. Miriam E. Perry Goll Archives, Boston, MA, in conjunction with the Simmons Institute for Leadership and Change, is accepting applications for a fellowship to encourage use of the College's archival collections. In addition to materials related to the history of Simmons College (founded in 1899), the collections have particular strengths in the history of women's education, social work, nursing, librarianship, secretarial training, retailing, home economics, and children's literature. Scholars whose work involves the study of the history of the changing roles of women within society, specifically as related to work, leadership, and education, are invited to apply.

A stipend of $500 will be awarded for two weeks of research at the College Archives during the 1996-97 academic year. The award is open to advanced scholars, graduate students, independent scholars, and archives professionals. The recipient of the award will be expected to present a formal paper or discussion to the Institute upon completion of research.

Applications due June 1, 1996. For information and application forms, contact: Simmons College Archives/ Institute Fellowship Program, Simmons College, 300 The Fenway, Boston, MA 02115, or e-mail: cgoodwin@vmsvax.simmons.edu

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The National Union Catalog of Manuscript Collections (NUCMC), a free-of-charge cooperative cataloging program operated by the Library of Congress is pleased to announce the release of its NUCMC Web page. The page includes hundreds of links, not only to NUCMC program resources, but also to Library of Congress custodial division menus and information about other LC activities of interest to archivists and researchers, and to home pages of archives and manuscript repositories, professional societies, library schools, bibliographic utilities, grant-making institutions and more. The URL of the page is http://lcweb.loc.gov/coll/nucmc/nucmc.html. NUCMC welcomes comments and suggestions concerning its Web page, as well as additional URLs.

NUCMC also continues to seek to identify archives and manuscript repositories located in the United States and its territories which are open to the public and which lack the capability to catalog their collections in a national-level database such as RLIN or OCLC. On the basis of data supplied by such institutions to the NUCMC program, NUCMC catalogers created RLIN bibliographic records describing collections held by participants and establish pertinent name and subject authority headings. The NUCMC tapes are subsequently purchased and loaded by OCLC. Descriptions and locations of the material are then available to researchers on RLIN and OCLC throughout the United States and around the world.

For more information on the program, contact the NUCMC Team, Special Materials Cataloging Division, Library of Congress, Washington, DC 20540-4375. Tel.: (202) 707-7954; fax: (202) 707-7161; or Internet: nucmc@mail.loc.gov.

Preservation News

The Commission on Preservation and Access has mounted a homepage on the World Wide Web at http://www.cpa.org/. It contains information about the Commission and its staff, a number of Commission documents, and some back issues of its newsletter. It is hoped that all Commission documents will be mounted in due course. N.B. Many preservation and conservation documents are also available on CoOl (Conservation Online) at: http://palimpsest.standford.edu/.

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The Professional Development Certificate Program in Preservation at the Rutgers University School of Communication, Information and Library Studies will offer four courses toward the certificate in the spring of 1996.

March 26, 27, or 28: Locations to be announced. "New Wine from Old Bottles: Reformatting for Preservation and Access," an examination of preservation and access technologies.

April 18: Ramada Inn, East Brunswick: "Issues of Intellectual Access in Our Electronic Age." The seminar will examine traditional and technology-independent concepts of librarianship, mixed with provocative new ideas from outside the profession to change the way we think about cataloging and intellectual access.

May 23: Ramada Inn, East Brunswick: "Magnetic Tape Deterioration: Tidal wave at Our Shore," on the care and handling of magnetic media, technical issues and concerns, applications replating to preservation and use.

May 24: Ramada Inn, East Brunswick: "Preserving Slides and Transparencies: Today's Realities and Tomorrow's Technologies," the basics of slide collection maintenance and preservation.

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Preservation News

Continued from P. 13

For more information, Contact Karen Novick, Director of Professional Development, School of Communication, Information and Library Studies, Rutgers University, New Brunswick, NJ 08903; tel.: (908) 932-7169.

The major restructuring of the National Endowment for the Humanities (NEH) that takes place in December will create a leaner, more focused, and flexible agency in order to adjust to a 1996 budget reduction of almost forty percent. This reconfiguration will give greater support to the activities that best meet its guiding tenets, activities that:

- are best done at the national level;
- have long-term impact;
- have few other sources of support;
- strengthen the institutional base of the humanities;
- reach broad sectors of the America public.

The endowment will continue to focus on programs that preserve the American cultural heritage. Thus the Division of Preservation and Access, headed by George Farr, will continue to support preservation and access projects, so important to archivists, as well as projects that will stabilize material culture collections, and the U.S. Newspaper Program. The deadline for the next round of grants is July 1, 1996. For more information, contact the Division at (202) 606-8570.

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The conservation Center for Art and Historic Artifacts (CCAHA) encourages Mid-Atlantic institutions with paper-based collections to apply for Preservation Overview Surveys, subsidized by a grant from the National Endowment for the Humanities. CCAHA continues to offer, for the next two years (1996-1997), subsidized preservation overview surveys for non-profit organizations.

To be considered for participation in the Conservation center's Subsidized Survey Program, your institution must have a humanities collection available to the public.

To request an application form or additional information, please contact:

Ann Craddock
Preservation Services Representative
Conservation Center for Art and Historic Artifacts
264 South 23rd Street
Philadelphia, PA 19103
Tel: (215) 545-0613, Fax: (215) 735-9313
e-mail: CCAHA@shrsys.hslc.org

Session Abstracts

MARAC Fall 1995

The National Archives: A Legislative Agency?

William Josephson and Robert Gellman engaged in a lively debate over the proper placement of the National Archives and Records Administration within the Federal Government. Their session, titled "The National Archives: A Legislative Agency?," was chaired by Edie Hedlin, Office of Smithsonian Institution Archives.

Josephson, a partner in the law firm of Freid, Frank, Harris, Shriver and Jacobson, has long been active on boards supporting New York state and local government records programs. In 1993, the White House considered him for the position of Archivist of the United States. Josephson believes that NARA can best carry out its mission if it becomes an agency of the Legislative Branch. Using the General Accounting Office (GAO) as his model, Josephson suggested that features such as a defined term of office, subpoena power, and the clout of Congress behind its actions would enhance NARA's ability to assert authority when dealing with the Executive Branch agencies. He noted further his regret that HR 5356, introduced in 1992, had failed to pass Congress, since it did incorporate additional powers and a set seven year term for the Archivist.

Gellman, a privacy and information policy consultant, took issue with Josephson on almost every point. As counsel for NARA's oversight committee in the House of Representatives (Information, Justice, Transportation and Agriculture Subcommittee of the House Government Operations Committee), he had long dealt with the issues and problems affecting the National Archives. Gellman noted that the Comptroller-General did serve for a defined period of time but that Congress could - and in the past had-made life so difficult for a GAO head that he chose to resign. Gellman pointed out that the GAO has never used its subpoena power. In addition, in these economically stressed times, Congress is severely reducing the budgets legislative agencies. He noted that with the inclusion of funds for the new Archives II headquarters, NARA's budget in recent years has exceeded that of the GAO. Overall, he thought the analogy between NARA and GAO was insufficiently strong to support Josephson's theory.

However, Gellman noted, he and Josephson do agree that the powers of the Archivist should be strengthened, and that previous Archivists have failed to use forcefully the authorities they already have. Josephson ended the debate by suggesting that he and Gellman work together to improve NARA's legislative base.

EMPLOYMENT

As a service to the MARAC membership the *Mid-Atlantic Archivist* publishes announcements about professional opportunities for archivists. The *maa* reserves the right to decline or edit announcements that include discriminatory statements inconsistent with principles of intellectual freedom or the provisions of the Civil Rights Act of 1964 and its subsequent amendments.

There is not a fee for publishing job opportunities; however, announcements from the MARAC region will be given priority. The deadlines for the *maa* are December 1st, March 1st, June 1st and September 1st. Because the *maa* is delivered via bulk rate, exact delivery dates cannot be guaranteed.

It is assumed that all employers comply with Equal Opportunity/ Affirmative Action regulations.

Archivist

Leo Baeck Institute, New York

The Leo Baeck Institute is a research library dedicated to the history of German-speaking Jews. Founded in 1955, it is the foremost repository for personal and institutional papers, documents, memoirs and photos. Archival materials include documents from the 17th century to the present, comprising appr. 2,000 linear feet.

Responsibilities: The LBI is looking for a full-time archivist to direct daily operations, acquisition, accessioning, on-line cataloging, preservation and supervision of para-professionals and volunteers. The archivist reports to the chief-archivist.

Qualifications: Seeking an historian and/or archivist familiar with the history of Central Europe and Jewish history. Reading knowledge of German is necessary, Hebrew a plus.

Salary: We offer a salary between $ 30,000 and $ 35,000 dependent upon experience, Oxford health plan and many Jewish holidays.

Send application including three letters of reference to Dr. Frank Mecklenburg, Leo Baeck Institute, 129 East 73rd Street, New York, N.Y. 10021.

Project Archivist

Catholic University of America

Responsibilities: Duties include the appraisal, arrangement and description, and physical care of both manuscript and audiovisual collections; participation in the development and execution of a records management program; providing reference help for visitors; and assisting the archivist in the development of public programs.

Qualifications: At a minimum, candidates should have undertaken graduate work in history, archival management or library science; gained experience in the care and processing of records, manuscripts, and film, video and photographic materials; and be capable of moving and shelving heavy boxes. Advanced degree in the above disciplines, knowledge of American Catholic or American labor history, familiarity with computerized data bases, and experience in public programming, are preferred.

Tenure, Salary and fringe benefits: This is a full time, temporary twelve month position. Renewal is contingent on funding. Salary is $25,500 a year with full fringe benefits.

Apply to: Timothy J. Meagher, Archivist and Museum Director, 5 Mullen Library, Catholic University, Washington D.C. 20064. Preferred starting date March 1, 1996, but applications received until position is filled.

Call for Papers

American Heritage Center Fifth Annual Symposium

Western Lands: Rocks, Rails, and Ranching
September 26-28, 1996, University of Wyoming

The American Heritage Center announces its 1996 Symposium "Western Lands: Rocks, Rails and Ranching." The conference is scheduled for September 26-28, 1996, and will be held on the University of Wyoming campus in Laramie, Wyoming.

The symposium, the fifth in a series of annual conferences, is seeking program proposals from scholars and members of the public. The conference will consider economic and natural uses of western land. Possible topics include early land surveys and paleontological expeditions, development and establishment of national parks and forests, railroads and settlement, the development of state geological surveys, early mining history and petroleum exploration, cattle drives, emigrant trails, patterns of land settlement, and other issues which relate to the symposium theme.

Program proposal forms are available by contacting Tom Wilsted, Acting Director of the American Heritage Center. He can be reached at: telephone: (307)766-6811, fax: (307)766-5511, or e-mail: TomW@Uwyo.Edu. All proposals must reach the American Heritage Center by February 15, 1996.

NCC Washington Update

***NCC Washington Update*, Vol. 1, #59, November 21, 1995**

By Page Putnam Miller, Director of the National Coordinating Committee for the Promotion of History <pagem@CapAccess.org>

1. Update on Appropriations Bills
2. Future of ICC Library (esp Railroad collection) Unknown
3. Library of Congress Hearing Set for November 29

1. Update on Appropriations Bills

On Sunday, November 19, the President signed the FY'96 Legislative Branch Appropriations Bill which assures funding for the next year for the Library of Congress. On November 19 the President also signed the FY'96 Treasury, Postal Service, and General Government Appropriations Bill which includes the budgets of the National Archives and the grants program of the National Historical Publications and Records Commission.

Although the National Archives has received a slight increase over last year, the increase is not as much as originally anticipated. Last minute congressional maneuvering resulted in the National Archives having to absorb the $1.48 million budget of the Information Security Oversight Office (ISOO). The Treasury Appropriations Bill transfers to the National Archives ISOO, which has responsibility for the implementation of the federal classification and declassification policies.

The President requested a little over $195 million for the National Archives, which was very close to its FY'95 budget. The House approved approximately $193 million for the National Archives and in report language stated that the Archives should assume the functions of ISOO. The Senate voted for a $199.63 million budget for the National Archives and in report language stated that ISOO should remain a separate agency with a budget of $1.48 million. The Congress accepted the House/Senate Conference Report with the Senate figure of $199.63 million for the National Archives but transferred ISOO to the National Archives. The Conference Report states on one page that ISOO is funded at $1.48 million and on the next page that the National Archives has a $1.48 million administrative reduction. The increase for the National Archives in the Senate bill and in the final bill is earmarked with $4.5 million going for special electronic records projects (a special initiative of Senator Bob Kerrey D-NE) and $1.5 million for repairs and alterations of buildings. The National Archives with its Presidential Libraries, Regional Archives, and Records Centers has 33 buildings. Thus the National Archives will have more money in FY'96 than in FY'95 but the amount budgeted for operating expenses, which includes everything from utilities to reference services, will be $1.48 million less than last year.

The grants program of the National Historical Publications and Records Commission will have an increase in FY'96 for its competitive grants program. In FY'95 NHPRC had a budget of $9 million but almost half of that was earmarked by Congress for some of its favorite projects with only $4.75 million allocated for competitive grants. In FY'96 there will be $5 million for NHPRC but all of it will be for competitive grants.

The Interior Appropriations Bill is still bogged down in disputes over mining patents and logging rights in Alaska and has been sent to the House-Senate Conference Committee for the third time. The agencies within the Interior Bill -- which includes the Endowments, the Smithsonian, the National Parks, historic preservation, and other cultural agencies -- are funded through December 15 by the Continuing Resolution which was passed on November 20.

2. Future of ICC Library Unknown

On November 14 the House passed H.R. 2539, the Interstate Commerce Commission (ICC) Termination Act which will abolish the ICC as it is now

known. This bill, as well as several other Senate bills dealing with a reconfiguration of ICC functions, is pending before the Senate. Anticipating passage of some form of an ICC termination bill, the Transportation Appropriations Bill for FY'96 has funded the ICC only through December 30. Since many of the 300 employees of the ICC will be dismissed on December 5, it appears that the ICC Library will close on that day with no indications at this time of when or in what form it may reopen.

The ICC Library includes an unusually rich and large collection of materials on railroads, some dating back to the late 1800s. There is a possibility that the ICC may become a semi-independent agency, but it is unclear whether the library would be retained. It is even unclear at this point who will be making the decision about the future of the library. The Library of Congress has indicated that they would be interested in a small percentage of the collection and several universities and major libraries have made inquiries about accepting some of the material. For researchers the library is especially valuable because of the completeness of its holdings. Those who wish to register concern for preserving the ICC Library, should contact Linda J. Morgan, Chairman and Commissioner of the ICC, ICC Building, 12th and Constitution Ave., NW, Washington DC 20423. The fax number for the chairman's office is: (202) 927-5728. There is no e-mail address.

3. Library of Congress Hearing Set for November 29

The Joint Committee on the Library will hold a hearing on November 29 at 9:30 a.m. on the Library of Congress. The three witnesses will be: James Billington, the Librarian of Congress; the Inspector General of the Library of Congress; and a spokesperson from the Government Accounting Office. The hearing will focus on a number of fiscal and personnel management issues as well as the security of the collection.

The members of the Joint Committee on the Library are:

Senators Mark Hatfield (R-OR), chair;
Ted Stevens,
senator_stevens@stevens.senate.gov,
(R-Alaska);
Thad Cochran (R-MS);
Claiborne Pell (D-RI);
Patrick Moynihan,
senator@dpm.senate.gov, (D-NY);
and Representatives
Pat Roberts,
emailpat@hr.house.gov, (R-KS);
Robert Ney (R-OH);
Vic Fazio, dcaucus@hr.house.gov,
(D-CA); and
Ed Pastor, edpastor@hr.house.gov,
(D-AZ).

Two other Senators who will be joining with the Joint Committee on the Library to participating in the hearing are:

Senators Connie Mack (R- FL), who chairs the Legislative Branch Appropriations Subcommittee, and John Warner, senator@warner.senate.gov, (R-VA), who chairs the Senate Rules Committee.

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***NCC Washington Update*, Vol. 1, #60, November 29, 1995**

By Page Putnam Miller, Director of the National Coordinating Committee for the Promotion of History
pagem@CapAccess.org

1. Hearing Addresses Problems at the Library of Congress
2. No Progress On Interior Appropriations Bill
3. Istook Amendments to Lobby Reform Bill Defeated

1. Library of Congress Problems

On November 29 Senator Mark Hatfield (R-OR), Chair of the Joint Committee on the Library, and Representative Bill Thomas (R-CA), Chair of the House Oversight Committee, co-chaired a hearing on the Library of Congress that focused on a number of fiscal and management issues as well as the security of the collection. The House and Senate subcommittees with responsibilities for legisla-

Continued on P. 18

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NCC Washington Update

Continued from P. 19

tive branch appropriations, the Senate Rules Committee, and the House Oversight Committee shared with the Joint Commit tee on the Library in holding the hearing. Eight members of Congress attended the hearing. In addition to Hatfield and Thomas, other members attending were Senators John Warner, senator@warner.senate.gov (R-VA), who chairs the Senate Rules Committee; Connie Mack (R-FL), who chairs the Senate Legislative Branch Appropriations Subcommittee; Claiborne Pell (D-RI), Ranking Minority on the Joint Committee on the Library; and Representatives Robert Ney (R-OH) and Ed Pastor, edpastor@hr.house.gov (D-AZ), both members of the Joint Committee on the Library; and Rep. Ron Packard (R-CA), rpackard@hr.house.gov, Chair of the House Legislative Appropriations Subcommittee;

In opening comments Senators and Representatives stressed the importance of the Library of Congress as a national treasure and noted that it was making some progress toward correcting problems. Yet despite the cordial atmosphere of the hearing, many witnesses described deficiencies as being quite serious. Senator Hatfield stated that there would need to be a series of hearings and that such matters as the Library's use of psychological testing for "fitness for duty" would not be addressed at this time. Senator Mack identified as the impetus of the hearing the alleged collection security problems that a former Library police detective described in a letter to the Attorney General in August. The police detective has claimed that her demotion was an attempt by managers to minimize security violations.

Three representatives of the U.S. General Accounting Office (GAO) composed the first panel. The testimony addressed in part the progress the Library had made in correcting problems that had been identified in the 1991 GAO report, "Financial Audit: First Audit of the Library of Congress Discloses Significant Problems." This report stated: "We found the Library's financial and accounting records to be in such poor condition that we were unable to audit significant account balances." The report made eight specific recommendations for improving the Library's financial affairs. While the Library has adopted many of the recommendations, the most important one -- conducting a comprehensive audit -- has not yet been accomplished. The witnesses stated that the degree of progress made on the other recommendations cannot be fully assessed until the comprehensive audit is completed. Senator Mack said from talking to some people at GAO he gathered that there were sufficient red flags to suggest that the Library of Congress financial system is still so deficient that the accounts may not be auditable. However, the GAO witnesses said that they wouldn't know until March, when they complete the initial part of their current study, as to whether an audit in 1996 would be possible.

The second panel consisted of the Inspector General (IG) and the Assistant IG for Investigations for the Library. John Rensbarger, the IG, stated that his work had been hampered by the fact that his office was non-statutory and not really independent as is the case with most agency IG Offices. He said that when he had sent a letter to Congress detailing some of his concerns that the Librarian told him that he was hurting the institution. Rensbarger said that restriction on funds and a small staff limited his work and affected his independence. However, he noted that since the allegations of theft made in August and since Senator Mack's office had started making inquires, the situation of the IG's Office had greatly improved. Rensbarger also discussed the fact that the Library police, which do have statutory authority, would not cooperate with the IG and the failure of the police to respond to District Court inquiries.

The third panel was made up of representatives of Computer Sciences Corporation, a firm specializing in physical security programs which began in October a six-month project on improving the Library's overall security posture. Mike Kenney noted in his testimony that the Library has a dual responsibility of protecting and of making available its collection to the general public, scholars, and members of Congress. "A balance must be struck," he said, "between the conflicting requirements of availability and security." When asked to evaluate the Library's security plan, he stated that it was more a list of problems than an integrated plan. Also in response to questions, he stated that the greatest security threat was internal and not external.

The last witness was the Librarian of Congress, James Billington. He discussed the Library's mission, the acceleration of its tasks with decreasing staff, and the new digital library initiatives. He stressed that no loss is tolerable and that the Library wants to work with the Joint Committee to strengthen the Library. He said that the Library would benefit from several specific actions of Congress -- passing legislation to give the IG statutory authority and providing proper authority for the Library's revolving funds.

Senator Warner commented on how much time Billington was spending on administrative details and asked if it was not time to consider a strong number two to handle day to day operations while Billington could consider broad library challenges and improving the overall library system in the United States. Billington replied that he would consider it and get back to Warner with a detailed response.

2. No Progress on Interior Appropriations Bill

The prospects for passage of an Interior Appropriations Bill before December 15, when the current Continuing Resolution expires, appear dim. The two most glaring obstacles -- on which House Republicans cannot agree -- involve mining patents on federal land and logging in Alaska on federal land. However, there are other provisions in the bill that could lead to a Presidential veto. The Interior Bill

is among seven of the 13 FY'96 appropriations bills that have not passed. The possibility of these appropriations bills getting caught up as leverage in the upcoming debate on the much publicized budget bill seems likely. The budgets for the National Park Service, historic preservation, the Arts and the Humanities endowments, the Smithsonian, and other cultural agencies are part of the Interior Appropriations Bill.

3. Istook Amendments to Lobby Reform Bill Defeated

On November 29 by a unanimous vote the House of Representatives passed the Lobby Reform Bill. Since the Senate has already passed this bill, it will now go to the President for his signature. This bill bans the practice of lobbyists giving members of Congress expensive gifts and vacations. Representatives Ernest Istook (R-OK) and David McIntosh (R-IN) tried unsuccessfully to attach amendments to the Lobby Reform Bill that would have severely restricted the already limited advocacy activities of nonprofit organizations, including educational and scholarly associations. Passage of the Istook amendments would have required sending the bill back to the Senate -- perhaps jeopardizing passage of the Lobby Reform Bill.

H-Net subscribers are invited to redistribute the NCC reports. For the complete file, GOPHER UIC.EDU then follow: Researcher/History/H-Net/NCC The NCC is a coalition of 53 scholarly organizations, including H-Net. NCC is the history profession's lobby in Washington, and its positions reflect the consensus of its member organizations.

People

George W. Cooke, has been appointed director of the Oradell Public Library. Best wishes for great success!

Susan Swartzburg organized, with Michael Joseph, the symposium "A Sense of Place and the Book Arts: Contemporary Perspectives on Book Arts in New Jersey," held at Rutgers-Newark on October 13th. Seven New Jersey book artists talked about their work and the influence of place in it. Susan looked at the history of the book arts in the state and the influence of John Cotton Dana, Librarian of the Newark Public Library. Exhibitions of the book artists' work are currently on view at the Dana Library, Rutgers-Newark and the Alexander Library, New Brunswick.

Robert Kvasnicka of the National Archives' Archival Publications and Accessions Control Staff has won the Society of American Archivist's (SAA) 1995 C.F.W. Coker Prize for Finding Aids for the first two parts of his guide "The Trans-Mississippi West, 1804-1912." The guide focuses on records in NARA custody relating to the territorial period of American history.

In making its selection for the award, the Coker Prize Committee expressed confidence that "researchers will find these volumes exceptionally useful reference tools, and that they are worthy of emulation by others in the archival profession."

Jane Thompson Smith, formerly an intern with the Conservation Center for Art and Historic Artifacts in Philadelphia, has been hired by the Friends of the Pennsylvania Historical and Museum Commission as the Project Conservator for the Penn Land Survey Preservation Project. As reported in the last issue of *MAA*, the Friends have received $171,000 for a three year grant from The Pew Charitable Trusts to preserve over 3,000 early land surveys of the Commonwealth. Ms. Smith began September 7, and to date nearly 200 documents have been treated. Persons interested in interning for college credit or volunteering with the Project should contact Linda Ries, Project Director, Pennsylvania State Archives, Harrisburg, PA 17108-1026.

In Memorium

Bill Badder, President of Underground Vaults & Storage, Inc. and an active member of ARMA

Bill passed away Friday evening, November 24, from complications of the heart attach/stroke he suffered several months ago. Bill was President of Underground Vaults & Storage, Inc. in Hutchinson, Kansas. He had been with them for many years, as well as being a very active member of ARMA.

NEWS FROM THE NATIONAL ARCHIVES

PRESIDENT SIGNS NARA'S FY96 APPROPRIATIONS BILL

On Sunday, November 19, President Clinton signed into law the Fiscal Year 1996 Treasury, Postal Service and General Government Appropriations Bill (Public Law 104-52). The signing of this bill provides NARA with funding for FY96 operations through the end of the fiscal year, September 30, 1996.

The legislation provides $199.63 million for operating expenses for the National Archives, a slight increase over the budget for FY95. Under the legislation, $4.5 million of the $199.63 amount is earmarked for special electronic records projects. The legislation also transfers to NARA the functions of and budget responsibility for the Information Security Oversight Office (ISOO), the agency responsible for the implementation of Federal classification policies.

In separate appropriations, the grants program of the NHPRC will have $5 million for FY96. In addition, the legislation provides a new appropriation of $1.5 million for repairs and alterations of archives facilities and Presidential Libraries.

★

Online and Electronic Services from the National Archives

CLIO:: Gopher and the World Wide Web Access

The National Archives has established CLIO, an online service that can be accessed by users of both the gopher and the World Wide Web. Basic publications available include *Guide to Federal Records in the National Archives, the List of Record Groups*, and guides to records maintained by regional archives, records centers, Presidential libraries, and Washington, DC, area repositories. Genealogical guides include the catalogs of microfilm of the U.S. 1790-1920 population censuses, military service records, and immigrant and passenger arrivals records. In addition, there is general information about exhibits, workshops, and other public events at the National Archives. The gopher also includes information for Federal records managers about transferring records to the National Archives and information on grants from the National Historical Publications and Records Commission. To access CLIO via gopher, go to gopher:// gopher.nara.gov.

In addition, World Wide Web users may visit our **Online Exhibit Hall**, where selected records from NARA's holdings are on display. Among these records are the Charters of Freedom: the Declaration of Independence, the Constitution, and the Bill of Rights. World Wide Web access is made via the URL: http://www.nara.gov.

★

Linda Brown, Assistant Archivist for Public Programs since 1984, has retired after 27 years of service with the National Archives. Ms. Brown joined the agency in 1968 and worked at the National Personnel Records Center in St. Louis, the Federal Records Center in Atlanta, and the Office of Federal Records Centers in Washington, D.C.

★

Timothy Walch has been named by the Archivist of the United States to be the new Director of the Hoover Library in West Branch, Iowa. Prior to being named Acting Director of the Library in November 1993, Mr. Walch had been the Assistant Director since 1988.

Mr. Walch worked for nine years at the National Archives in Washington, DC, as a grants officer, a budget analyst, and editor, and as the director of the Development and Production Branch of the Office of Public Programs.

Mr. Walch earned a B.A. at the University of Notre Dame and a Ph.D. at Northwestern University. He has written or edited several books, including "Herbert Hoover and Harry S. Truman: A Documentary History' (1992) and "Farewell to the Chief: The Role of Former Presidents in American Public Life." (1990).

STEERING COMMITTEE

Summary of Steering Committee Actions and Reports at the Meeting of 9 November 1995 in Wilmington, Delaware:

Steering Committee:

• approved the minutes of the 21 July 1995 Steering Committee meeting, with the following corrections:

* p. 1, section 1.: Add: "It was noted that the rescheduling of this meeting had made it impossible for some Steering Committee members to attend."

* p. 4, section g.: "with the associate editor succeeding the editor after two years (the editor having the option to renew),"

• approved a recommendation by the vice-chair and the National Coordinating Committee for the Promotion of History (NCCPH) liaison that if NCCPH would like letters submitted to Congress by professional organizations regarding archival concerns in the copyright legislation now pending, the chair and vice chair would draft such a letter and send it to the Steering Committee for approval;

• approved a recommendation of the Meetings Coordinating Committee (MCC) that the one-day registration fee be eliminated, with the proviso that the MCC investigate the possibility of initiating a one-day registration fee for Saturday only;

• approved a recommendation of the Meetings Coordinating Committee (MCC) that the option for individuals to pay their dues at the same time that they register for the meeting will no longer be offered because it causes tax problems and that a space for registrants to check to request information on membership will be offered instead;

• approved a recommendation of the Meetings Coordinating Committee (MCC) that a single individual be given responsibility for coordinating the vendors' displays at the semi-annual meetings for a period of two years, with an option to renew;

• rejected a recommendation by the Meetings Coordinating Committee (MCC) that state archives be encouraged to have standard displays at each MARAC meeting for which they would have to pay table costs;

• referred a recommendation of the Meetings Coordinating Committee (MCC) that an individual be hired to assist local arrangements committees with contracts, finances, etc., on an ongoing basis to the Strategic Planning Committee for consideration along with the possibility of hiring a paid MARAC administrator;

• rejected a recommendation by the Meetings Coordinating Committee (MCC) that members of local arrangements committees be given free admission to the reception or a free meal;

• approved a Finance Committee recommendation to tie the MARAC reimbursement rate for mileage to the Federal government rate so that it will not need to be updated as prices change; and

• approved a recommendation from the Outreach Committee to present Service Awards to Laurie Baty, John Celardo, Lois Densky-Wolf, Lucious Edwards, and Ervin Jordan.

The Chair:

• reported on the progress in the formation of the Strategic Planning Committee with Ben Primer as chair and the four MARAC officers, one or two former MARAC chairs, David Anderson, and Carolyn Schumacher as members;

• reported that the membership of the ad hoc committee on the regional technical assistance program was yet to be confirmed;

• reported on a MARAC/MAC leadership meeting at SAA that had been called by Mark Green, current president of MAC, including a plan to continue these yearly membership meetings and plans to exchange members at meetings, have a publications exchange, possible reduced rates for joint membership, exchange columns in each organization's newsletter, and a possible joint meeting in the year 2000;

• asked the Steering Committee to approve a Steering Committee meeting schedule through 1997; and

• reported that although Archivist of the U.S. John Carlin was unable to address MARAC at this meeting, he did address MAC in Kansas (his home state) and we will attempt to have him speak at the College Park meeting.

The Vice Chair reported:

• on past, current and future meetings:

* Jon Williams, local arrangements chair for the Wilmington Fall 1995 meeting, reported that as of Thursday there were 218 attendees pre-registered, with six walk-ins, and that the Archives in the Classroom, Audio-Visual Equipment, and Introduction to the Internet workshops had been canceled;

* Spring 1996, College Park, Maryland, May 2-4 - venue: Holiday Inn (10000 Baltimore Blvd.), room rates: $65.00, Jim Stimpert and Phil Albert, program co-chairs, Yvonne Carignan and Matthew Gilmore local arrangements co-chairs, space in meeting rooms at the hotel may be a problem;

* Fall 1996, Wilmington, Delaware, November 7-9 - venue: Holiday Inn-Downtown, second of three fixed-site semi-annual meetings, room rates: $69.00, parking included, no local arrangements or program chair;

* Spring 1997, Charlottesville, Virginia, May 1-3 - venue: Charlottesville Omni, Kay Domine, program chair, Marsha Trimble, local arrangements chair;

* Fall 1997, Wilmington, Delaware, November 6-8 - venue: Holiday Inn-Downtown, third of three fixed-site semi-annual meetings, room rates: $69.00, including parking, possible joint meeting with mid-atlantic regional museums organization, no local arrangements or program chair; and

Continued on P. 22

Steering Committee

Continued from P. 21

* No 1998 meetings currently planned, but West Point is being looked into;

* 1999, State College, Pennsylvania, meeting previously planned for Spring 1998, will be held once the new library is built, and with SAA meeting in Pittsburgh in the fall of 1999 the MARAC membership will be polled as to their wishes regarding the Fall 1999 MARAC Meeting; and

* Fall 2000, possible joint MARAC/MAC meeting, MARAC members will be polled as to site preferences.

• on other Meetings Coordinating Committee issues:

* a special meeting was held in October regarding problems with meetings and possible revisions to the Meetings Handbook; and

* a survey will be taken of the MARAC membership in regard to meeting-related issues.

Steering Committee also:

• heard a report by outgoing MAA Editor David Anderson that Dick Wood will begin as the managing editor of the MAA with the winter issue;

• received the fourth quarter report of the MARAC treasurer for fiscal year 1994/95 that income from dues is slightly below the projection in the budget, income from publications and interest is higher than the projection, conference income is high because income from three different conferences was received in the same fiscal year, that the miscellaneous income is from the sale of MARAC t-shirts, that expenditures on conference advances are higher than in the past because more money is being demanded up front from local arrangements committees, award expenditures have increased because of Steering Committee decisions, scholarships is a new category of expenditure this year and is based on 20% of meetings income once advances and mandatory profit have been deducted, that the miscellaneous expense is for the production of the MARAC t-shirts, that this past year MARAC made $21,567.56 in excess of expenses, and that the Finance Committee has met and audited and approved the books;

• received the report of the MARAC administrator that membership is currently 1175, that to date only 59% of individual members have renewed, that final renewal notices will go out by early December, that the database will be purged of non-renewers at the beginning of February, and that 77 new members have signed up since July (a record!);

• received the report of the MARAC archivist that he hopes that MARAC members will attend the College Park meeting, particularly because College Park is where MARAC started and that he and Publications Committee Chair Sue Hamburger have been discussing setting up a MARAC home page on the World Wide Web;

• received the report of the Education Committee that the winners of the MARAC scholarships for this meeting are Scott DeHaven, Mary E. Edsall, and Gerard Raineville, that the Committee is having difficulty getting people to apply for the scholarships and has given scholarship information to the caucus chairs for distribution, and that the Committee hopes to have a working draft of the workshop roster by April;

• received the report of the Nominations and Elections Committee that the process is under control, that notes have been distributed to the caucus chairs asking them to solicit candidates from their caucuses, and that phone calls will be made to contact potential candidates immediately following this meeting;

• received the report of the Membership Development Committee that welcome letters have been sent to new members and that their names have been submitted to the MAA, that the mentoring program has received one application for a mentee who was quickly paired with a mentor because of geographical location, that seven mentees are still on the waiting list (one from New York, two from Washington, one from Maryland, one from Pittsburgh, one from northern Virginia, and one from Roanoke, Virginia), that the mentoring applications and the membership form have been posted on the Archives and Public History listservs, that Jim Cassedy is the newly appointed recruitment coordinator, that the Committee received a list of names from the SAA directory of SAA members in the MARAC region who are not MARAC members from Jackie Esposito, and that the Committee needs two new members;

• received the report of the Outreach Committee that the brochures "Teaching With Primary Documents" and "Using an Archives" will be distributed on disk by Rick Blondo, who will also do an announcement for the newsletter, that the Committee is still working on an Archives Week poster for next year and will bring a mockup to the Spring Meeting, that an appeal has gone out for photographs for the poster to be submitted, and that the Committee would like to do a handbook on how to plan and execute an archives week as a MARAC technical leaflet;

• received the report of the Finding Aids Award Committee that December 31 is the deadline for the award submissions and that the Committee needs to obtain documentation from the MARAC archives in order to see what the Committee used to do in regard to offering separate awards for large and small institutions; and

• received the report of the Publications Committee that the new membership brochure already needs to be reprinted, that ideas are being considered for two new technical leaflets, that the MAA needs individuals to write reviews, and that a proposal for restructuring the Committee and a proposal for the establishment of a MARAC site on the World Wide Web will be brought to the next Steering Committee meeting.

MARAC Business Meeting Minutes

MARAC Business Meeting Minutes, Wilmington, Delaware, 11 November 1995

Fynnette Eaton, MARAC chair, called the meeting to order at 9:00 a.m. She then introduced the individuals seated on the dais: Jim Byers, MARAC treasurer; Jackie Esposito, MARAC vice-chair; Janet Linde, MARAC secretary; Judy Robins and Leslie Simon, Program Committee co-chairs; and Jon Williams, Local Arrangements Committee chair.

1. **Local Arrangements Committee Report - Wilmington - Jon Williams**

Jon announced that a door prize had been provided by IMR Ltd (the MARAC POT) and that a drawing would take place at the conclusion of the Business Meeting. He also thanked all the members of the Local Arrangements Committee: Lynn Ann Catanese, Heather Clewell, Constance Cooper, Richard McKinstry, Howard P. Lowell, Marjorie McNinch, Rebecca Johnson Melvin, and Richmond Williams.

2. **Program Committee Report - Wilmington - Judy Robins**

Judy thanked her co-chair, Leslie Simon, and all the members

of the Program Committee: Heidi Bamford, Rita Dockery, Russell Gasero, Mary-Elise Haug, Marisa Keller, Michael Knies, David Miller, Valerie Wingfield, and Peter Wosh.

3. The minutes of the Business Meeting of 22 April 1995 in Baltimore, Maryland were approved as published in the Mid-Atlantic Archivist, v.24, no.3, Summer, 1995.

4. **Vice Chair's Report - Jackie Esposito**

a. The following dates, committee chairs, locations, and other details for current and future meetings were announced: This Wilmington meeting has drawn 230 attendees; there will be two more meetings in Wilmington over the next two years and volunteers are needed; many thanks are due to Jon Williams, Leslie Simon and Judy Robins for all their hard work; November 6-9, 1996, and November 5-8, 1997, Wilmington, Delaware, a trial fixed meeting site with room rates set at $69.00 for all three years; Spring 1996, May 2-4, College Park, Maryland, Jim Stimpert and Phil Albert, program co-chairs, Yvonne Carignan and Matthew Gilmore, local arrangements co-chairs; Spring 1997, May 1-3, Charlottesville, Virginia, Kay Domine, program chair, Marsha Trimble, local arrangements chair; and Spring 1998, possibly West Point; State College, Pennsylvania, Jackie Esposito, local arrangements chair, originally scheduled for spring 1998, postponed until the new library is completed, possibly 1999; with SAA meeting in Pittsburgh in the fall of 1999, the MARAC membership will be polled as to their wishes regarding the Fall 1999 MARAC Meeting; and Fall 2000, possible joint MARAC/MAC meeting, MARAC members will be polled as to site preferences.

b. Jackie also informed the attendees that a member survey will be conducted regarding the Fall 1999 Meeting, sites for the MARAC/MAC meeting and other meeting-related issues and that the meetings handbook will be undergoing revisions in 1996.

5. **Treasurer's Report - Jim Byers**

Jim reviewed some of the highlights of the Treasurer's Report for the fourth quarter of FY 1994-95, which had been distributed to the meeting attendees, including the fact that income overall is at 152% of the amount estimated in the budget because income from three different conferences was received in the same fiscal year and that this might affect next year's budget because presumably income from only one conference will be received next year. In regard to expenses, expenditures on conference advances are higher than in the past because more money is being demanded up front from local arrangements committees, award expenditures have increased because of Steering Committee decisions, scholarships is a new category of expenditure this year and is based on 20% of meetings income once advances and mandatory income have been deducted, and the miscellaneous expense is for the production of the MARAC t-shirts, which is matched by an income line for the sale of those t-shirts. He also referred attendees to the breakdowns provided for funds and accounts and to the MARAC Expense Budget for FY 1996 as the projection for MARAC income and expenses for the coming year. A member asked what the category of grant project expenses was meant to cover. Jim responded that an ad hoc committee will still be working on the idea of a regional technical assistance program and the money is to cover committee expenses.

6. **Introduction of Scholarship Winners - Eileen Parris**

Eileen, as chair of the Education Committee, introduced the three winners of MARAC scholarships to attend this meeting: Scott DeHaven, Manuscript Processing Technician, American Philosophical Society; Mary Edsall, Performing Arts Archivist and Cataloger, Library of Congress, Music Division, Dance Heritage Coalition Preservation and Access Project; and Gerard Raineville, Archivist, St. Mary's College, Baltimore.

7. **Presentation of Service Awards - Maxine Lurie**

As chair of the Outreach Committee, Maxine presented MARAC Service Awards to Laurie Baty, John Celardo, Lois Densky-Wolf, Lucious Edwards, and Ervin Jordan.

8. **Presentation of the Arline Custer Awards - Laura Katz Smith for Frances Seeber**

Continued on P. 24

Business Meeting Minutes

Continued from P. 23

Laura announced that the 1995 Arline Custer Award honoring publishing achievements by an individual, individuals or an institution in the states comprising the MARAC region is awarded to Marie Allen for the publication "The Food Stamp Records Project Report," the first intergovernmental schedule for a major Federal program that established standards for electronic recordkeeping.

9. **Leonard Rapport Modern Archives Institute Scholarship - Fynnette Eaton**

The MARAC Steering Committee has established a scholarship to the NARA Modern Archives Institute in honor of longtime MARAC member and former (and longtime) staff member of the National Archives, Leonard Rapport, one of the original recipients of the MARAC Distinguished Member award and a MARAC FOGEY (Fabled Original Generation Enrollees Of Yesteryear), to be known as the Leonard Rapport Modern Archives Institute Scholarship. Leonard has augmented the award by offering the use of the Rapport Cradle [see MAA, XXI/2] to all scholarship winners.

10. **MAA Editor's Report - David Anderson**

David reported that Dick Wood, currently associate editor of the newsletter, will begin two years as managing editor with the winter issue. A new associate editor is needed to take his place and volunteers are welcome. The term is for two years, with the option to renew. Fynnette led those assembled in a round of hearty applause for David's four years of hard work and service as the MAA editor.

11. **Chair's Report - Fynnette Eaton**

Fynnette reported on highlights of the Steering Committee meeting of 20 April and on other topics:

a. There was a joint MARAC/MAC leadership meeting at SAA that had been called by Mark Green, current president of MAC. Topics discussed included a plan to continue these yearly membership meetings and plans to exchange members at meetings, have a publications exchange, possible reduced rates for joint membership, exchange columns in each organization's newsletter, and a possible joint meeting in the year 2000.

b. reported that Ben Primer had agreed to chair the Strategic Planning Committee with a six-month deadline and a report to be presented at the spring meeting. The work of the committee will be based on the MARAC Long-Range Plan.

12. **College Park Preview - Jennie Diaz-Guilbaud**

A slide show depicting sites and possibilities for the MARAC Spring 1995 Meeting was given, offering tantalizing views of the new home of the National Archives.

13. Jim Cassedy read the following resolutions which had been written by Oliver Cutshaw:

a. For the traditional thank you's and Kudos, MARAC has obtained the services of the well-known Mid-Atlantic poet, Oliver Cutshaw, husband of Mary Edsall, recipient of MARAC's meeting scholarship. Mr. Cutshaw's poetry has appeared upon the poetry listserv and is currently on display at the McCeldon Library, University of Maryland, where he is a student of Library and Information Science. Cutshaw is also a well-known denizen of the race track and made several appearances at the hospitality suite.

The Archivist Song of J. Alfred MARAC:

Let us go then you and I,
When Wilmington is spread out against the sky
Like archival boxes on a vendor's table.

Let us go through half-deserted streets
Where the cold wind of November competes,
With the charms of this fine old city on the river.

In the Conference Rooms the new members come and go
Debating with the ex-officio
What is the business of archives and how do we defend it,
Promote and Preserve knowledge, and
Try to comprehend it.

In the conference rooms the members come and go
Debating the documents from long ago.

From all across the Mid-Atlantic
The MARAC members come to share the fruits of wisdom
In the city called Wilmington.

There will be world enough and time for vision and revision.
Do I collect or do I not,
In D.C. will the budget be hot?

Questions and suggestions
Why and where do we go
Preserve visual and audio?

Accounting, the Web, and Public Outreach,
The siren song of computers singing each to each.
Oh, do not ask what is it?
Let us go and make our visit!!

b. To the Program Committee:

It was the Fall of 1995 that the MARAC meeting came alive
A banquet of knowledge which we ate,
Discussion, presentation, and debate.

Thanks to Judy Robins and Leslie Simon
The whole committee who spent their time on.

Programs they brought into view
Issues old, issues new

Where goes NARA? A new home page?
Electronic records - all the rage.

The world wide web and micrographics,
Fund-raising, and all the user traffic.

And even though the Guv did not appear
The good, the bad and the ugly were here!

To remember the past and make learning thrive
Is the mission of those who toil in the archive.

which was approved unanimously.

c. To the Local Arrangements Committee

We have gathered in Wilmington City,
Now we wish to thank the Local Arrangements Committee.

Jon Williams, Cantanase, and Clewell
The food, the accommodations went so well.

Williams, McKinstry and Lowell
If access was their object, they accomplished their goal.

Through the cold November the planning was quite super,
And lest there be some complaint, let's also thank Constance Cooper

MARAC met in the Inn called Holiday,
But it has been no holiday for us,
Discussion and long deliberation,
But archives are our business.

Members new and old,
The world of archives they unfold.

We met and we debated,
In rooms called Hocknell, Hagley, and Reed.

But the time was much sweeter,
For the committee met our each and every need.

Jackie Esposito

which was approved unanimously.

14. The MARAC pot was presented to Bob Plowman following a public drawing for a name, and the meeting was adjourned at 9:45 a.m.

Respectfully submitted,
Janet R. Linde
MARAC Secretary

Records of American Business Symposium

The Minnesota Historical Society and the Hagley Museum are co-sponsors of a conference upcoming this spring which deals with the issues of appraisal, documentation, and administration of business records. The Records of American Business Symposium on April 12, 1996 will provide a national forum for discussion of the appraisal and use of American business records. The Sessions include: Creating Business Records--Structural Analysis; Appraising Business Records--Functional Analysis; Business and the Wider World--External Documentation; Collecting Policies and Documentation Decisions; and Collection Repositories and Corporate Archives--Variations on a Theme.

Many business archivists from across the country are attending, as are corporate executives, and business historians. MHS and the Hagley are the institutions with the two largest collections of business records in the country.

For information and registration material contact James E. Fogerty at 612-296-9989 or email: foger001@maroon.tc.umn.edu

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TREASURER'S REPORT
Mid-Atlantic Regional Archives Conference

Treasurer's Report, Fiscal Year 1995
October 1, 1994 -September 30, 1995

Category	Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	% of Budget	Total	1994 Actual
REVENUE AND SUPPORT								
Membership Dues	$16,500.00	$11,153.00	$3,028.00	$1,549.00	$142.00	97%	$15,872.00	$13,656.25
Publications Sales	1,500.00	430.47	738.81	319.15	58.75	104%	1,547.18	3,071.81
Pub. Advertising	1,000.00	120.00	336.00	0	361.00	92%	817.00	1,289.00
Bank Interest	1,900.00	672.58	605.76	1,040.48	938.09	172%	3,256.91	2,443.12
Conferences	12,000.00	15,577.81	0	6,442.51	4,896.42	185%	26,916.74	24,853.88
Mailing List Sales	160.00	0	60.00	80.00	130.00	169%	270.00	190.00
Contributions	150.00	223.00	38.00	0	4.00	178%	265.00	121.00
Miscellaneous	0	0	158.00	577.00	38.00	773%	773.00	239.97
Total Revenue and Support	**$33,210.00**	**$28,176.86**	**$4,964.57**	**$10,008.14**	**$6,568.26**	**152%**	**$49,717.83**	**$45,865.03**
EXPENSES								
General	$1,600.00	$20.00	$610.17	$583.01	0	76%	$1,213.14	$1,190.05
Administrator	3,950.00	516.32	63.60	1,590.44	18.88	56%	2,139.24	3,069.61
Treasurer	710.00	10.40	467.00	0	2.00	68%	479.40	538.45
Membership	1,500.00	73.08	242.45	175.29	161.28	43%	652.10	1,693.49
Committees	4,175.00	481.73	1,301.63	60.45	1,035.78	65%	2,879.59	2,743.98
Conference Advances	2,000.00	2,000.00	0	0	2,100.00	206%	4,100.00	3,000.00
Publications	13,600.00	2,695.56	2,609.00	2,299.00	5,553.16	976%	13,156.72	8,828.00
Awards	425.00	200.00	0	275.00	0	112%	475.00	300.00
MARAC Scholarship	1,657.00	0	234.00	298.08	0	33%	532.08	new cat.
Grant Project Expenses	1,000.00	683.46	154.50	0	0	84%	837.96	new cat.
Miscellaneous	50.00	0	1,635.00	0	0	3,333%	1,635.00	0
Total Expenses	**$30,667.00**	**$6,680.55**	**$7,317.35**	**$5,281.27**	**$8,871.10**	**93%**	**$28,150.27**	**$21,363.58**
NET INCOME or (NET LOSS)		**$21,496.31**	**($2,352.78)**	**$4,726.87**	**($2,302.84)**		**$21,567.56**	

SUMMARY

Opening Balance	$89,510.37
Income	6,568.26
Expenses	8,871.10
Closing Balance	**$87,207.53**

Cash Accounts

Checking Accts:	$4,098.99
Savings Accts:	15.988.66
Cert. of Dep:	55,119.38
Total	**$87,207.53**

Fund	Opening	Credits	Debits	Closing
Current	$52,313.47	$6,479.20	$8,871.10	$49,721.57
Endowment	7,196.90	89.06		7,485.96
Reserve	30,000.00			30,000.00
Total	**$89,510.37**	**$6,568.26**	**$8,871.10**	**$87,207.53**

MARAC EXPENDITURE DETAIL - FY 1995
Mid-Atlantic Regional Archives Conference

Category	Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	% of Budget	1994 Actual
General								
Secretary	100.00	0	0	$44.36	0	$44.36	44	$29.18
Nat. Coord. Cmte.	600.00	0	$600.00	0	0	600.00	100	500.00
Taxes & Filing Fees	150.00	$20.00	10.17	38.65	0	68.82	46	160.87
Legal-Insurance	750.00	0	0	500.00	0	500.00	66	500.00
Subtotal	**$1,600.00**	**$20.00**	**$610.17**	**$583.01**	**0**	**$1,233.18**	**76**	**$1,190.05**
Administrator								
Office Postage	$400.00	0	$63.60	$23.69	$18.88	$106.07	27	$212.53
Printing/Stationery	500.00	0	0	107.77	0	107.77	22	696.46
Salary (student wages)	900.00	0	0	0	0	0	0	828.00
Mailing Service Costs								
Mid-Atlantic Arch.	800.00	220.88	0	832.26	0	1,053.14	133	579.26
Membership Renewal	200.00	295.44	0	285.12	0	580.56	294	85.74
Ballots	350.00	0	0	341.70	0	341.70	98	309.14
Directory	300.00	0	0	0	0	0	0	
Mailing Service	500.00	0	0	0	0	0	0	358.48
Subtotal	**$3.950.00**	**$516.32**	**$63.60**	**$1,590.44**	**$18.88**	**$2,189.24**	**56**	**$3,069.61**
Treasurer								
Postage-Bank Charges	$110.00	$10.40	$32.00	0	$2.00	$44.40	40	$83.45
Accountant	600.00	0	435.00	0	0	435.00	73	455.00
Subtotal	**$710.00**	**$10.40**	**$467.00**	**0**	**$2.00**	**$479.40**	**68**	**$538.45**
Membership								
State Caucuses	$1,500.00	$71.08	$242.45	$175.25	$162.18	$652.10	43	$1,693.49
Committees								
Steering	$3,000.00	$400.82	$902.83	0	$1,035.78	$2,339.43	78	$2,657.16
Nominating	300.00	0	398.80	0	0	398.80	133	0
Finance	50.00	0	0	0	0	0	0	0
Finding Aids Award	100.00	0	0	0	0	0	0	23.22
Custer Award	100.00	80.91	0	0	0	80.91	81	0
Outreach/Membership	325.00	0	0	0	0	0	0	63.60
Meetings Coord.	50.00	0	0	0	0	0	0	0
Education	250.00	0	0	$50.45	0	60.45	24	0
Subtotal	**$4,175.00**	**$481.73**	**$1,301.63**	**$50.45**	**$1,035.79**	**$2,879.59**	**69**	**$2,743.98**
Publications								
Mid-Atlantic Arch.	$8,800.00	$2,298.00	$2,609.00	$2,299.00	$2,865.16	$10,071.16	115	$8,828.00
Technical Leaflets	1,400.00	397.56	0	0	0	397.56	28	0
Membership Directory	2,600.00	0	0	0	2,462.00	2,462.00	95	0
Symposia	0	0	0	0	0			
Membership Brochure	800.00	0	0	0	226.00	226.00	28	0
Subtotal	**$13,600.00**	**$2,695.56**	**$2,609.00**	**$2,299.00**	**$5,553.16**	**$13,156.72**	**97**	**$8,828.00**
Awards	$425.00	$200.00	0	$275.00	0	$475.00	112	$300.00
Conference Advances	2,000.00	2,000.00	0	0	$2,100.00	$4,100.00	208	3,000.00
MARAC Scholarship	1,657.00	0	$234.00	298.08	0	512.08	32	new cat.
Grant Project Expenses	1,000.00	683.46	154.50	0	0	837.96	84	new cat.
Miscellaneous	50.00	0	1,635.00	0	0	1,635.00	3,333	0
Total Expenses	**$30.667.00**	**$6,680.55**	**$7.317.35**	**$5,181.17**	**$8,871.10**	**$18,150.27**	**93**	**$21.363.58**

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